

**Fairfax County Park Authority  
Board Meeting  
March 23, 2005**

The Chairman convened the meeting at 7:35 p.m. at Park Authority Headquarters, 12055 Government Center Parkway, Fairfax, Virginia 22035.

**Board Members**

Harold L. Strickland, Chairman  
Joanne E. Malone, Vice Chairman  
Frank S. Vajda, Secretary-Treasurer  
Edward R. Batten, Sr.  
William G. Bouie\*  
Kevin J. Fay  
Kenneth G. Feng  
Harry Glasgow\*  
Georgette Kohler  
George E. Lovelace\*  
Gilbert S. McCutcheon  
Winifred S. Shapiro

\*Board Members Absent

**Staff**

Michael A. Kane, Director  
Timothy K. White, Deputy Director  
Nancy L. Brumit, Administrative Assistant  
  
Brian Daly  
Miriam Morrison  
Judy Pedersen  
Lynn Tadlock  
  
Mike Baird  
Peter Furey  
John Lahman  
Greg Phipps  
Dan Sutherland  
Don Sweeney  
Ted Zavora

**AGENDA CHANGES**

Mr. Strickland asked if there were any changes to the Agenda. Mr. Kane requested that the ADMIN  
1. Approval – Resolution Honoring John Boaz for Service to the Fairfax County Park Authority be  
considered with the PRESENTATION being DEFERRED. Further, Mr. Kane requested that Closed  
Session be changed to delete Land Acquisition Matters, add Personnel Matters, and change the date  
of Closed Session Minutes from March 9 to February 9, 2005. **There were no objections from the**  
**Park Authority Board.**

**ADMINISTRATIVE ITEMS**

**ADMIN-1      Approval – Resolution Honoring John Boaz for Service to the Fairfax County Park Authority**

Mr. Vajda **MOVED** the Park Authority Board approve the resolution for Mr. Boaz in honor of his accomplishments as a Park Authority employee; **SECONDED** by Mr. Feng and **APPROVED** with Messrs. Bouie, Glasgow, and Lovelace being absent.

There was no discussion on this item.

**PRESENTATION**

Presentation of the Resolution to Mr. Boaz will be at a later date.

**ADMIN-2      Approval – Resolution Honoring Greg Phipps for Service to the Fairfax County Park Authority (with Presentation)**

Mr. Vajda **MOVED** the Park Authority Board approve the resolution for Mr. Phipps in honor of his accomplishments over more than 31 years; **SECONDED** by Ms. Malone and **APPROVED** with Messrs. Bouie, Glasgow, and Lovelace being absent.

There was no discussion on this item.

**PRESENTATION**

Mr. Kane read and presented the Resolution to Mr. Phipps. Mr. Phipps thanked the Park Authority Board and staff stating that the Park Authority has been like family and it has been a great place to work.

**ADMIN-3      Adoption of Minutes – March 9, 2005, Park Authority Board Meeting**

Mr. McCutcheon **MOVED** the Park Authority Board accept the minutes of the March 9, 2005 Park Authority Board meeting; **SECONDED** by Mr. Feng and **APPROVED** with Messrs. Bouie, Glasgow, and Lovelace being absent. Being absent from the March 9, 2005 Park Authority Board meeting, Ms. Malone and Mr. Fay **ABSTAINED** from the vote.

There was no discussion on this item.

**Park Authority Board Minutes Approved and Signed on April 13, 2005**



**ACTION ITEM****A-1 Contract Award – RECenter Improvements at South Run District Park**

This item was reviewed by the Planning and Development Committee on March 2, 2005 and approved for submission to the Park Authority Board

Mr. Feng **MOVED** the Park Authority Board approve a contract award to C. V. Carlson Company, Inc., of White Plains, Maryland in the amount of \$1,209,000 for the construction of maintenance improvements to the HVAC system and roof structure at South Run RECenter. In addition, Mr. Feng recommended reserving \$181,350 or fifteen (15) percent of the contract award for contract contingency, \$72,540 or six (6) percent of the contract award for administrative costs and \$28,000 for other project related cost, and the total cost being \$1,490,890; **SECONDED** by Mr. McCutcheon and **APPROVED** with Messrs. Bouie, Glasgow, and Lovelace being absent.

There was no discussion on this item.

**INFORMATION ITEM****I-1 Distribution of Endowment for Children Donation Account Balance to the Fairfax County Park Foundation's Bright Futures Program**

The board reviewed the item regarding Distribution of Endowment for Children Donation Account Balance to the Fairfax County Park Foundation's Bright Futures Program.

Without objection, Mr. Kane will direct staff to move the balance of the Endowment for Children donation account to the Bright Futures Program of the Fairfax County Park Foundation. **There were no objections from the Park Authority Board.**

There was no discussion on this item.

**CHAIRMAN'S MATTERS**

- Mr. Strickland had no CHAIRMAN'S MATTERS.

**DIRECTOR'S MATTERS**

- **Telly Award**

The 41-minute video, *From the Ground up: The Story of Sully's Slave Quarter*, has been named a national finalist and a Bronze Telly Award winner for 2004. Researched, scripted, filmed and edited entirely in-house, the video is primarily the work of Park Authority Video Producer Mark Garrah and Sully Site Administrator Carol McDonnell; Production Services Manager Daphne Hutchinson also contributed. (The trio was recognized previously with a 2004 Team Stewardship Award. The video also received the National Association of Counties' media excellence award and the Virginia Recreation and Parks Society's electronic/promotional media award).

Now in its 26<sup>th</sup> year, the Telly Awards competition for video and film productions and local, regional and cable TV commercials and programs receives more than 10,000 entries annually. Judges are top professionals in advertising and production who have previously won Telly Awards. The statuettes presented to winners are made by R.S. Owens, the same firm that does the Oscar and Emmy statuettes.

- **Outstanding Performance Awards**

Six Park Authority employees will receive outstanding performance awards at the award ceremony which will be held on Friday, April 15, 2005, @ 10 a.m. in the Forum at the Government Center. These employees are:

**Yvonne Johnson**, Historian I, Resource Management Division.

**Heather Melchior**, Natural Resource Protection Manager, Resource Management Division.

**Charles Wright**, Park and Recreation Specialist, Park Services Division.

**Joyce Quay**, Aquatics Supervisor at Spring Hill RECenter, Park Services Division.

**Kathryn Palmer-Jenkins**, formerly with the Park Operations Division.

**Daphne Hutchinson**, Production Services Manager, Park Services Division.

Mr. Kane congratulated these hard-working and dedicated employees.

**Park Authority Board Minutes Approved and Signed on April 13, 2005**

- **Board of Supervisor's Budget Committee Meeting - March 18, 2005**

Mr. White provided an update on the Board of Supervisors' budget activities and stressed that it is important for the Park Authority to attend the budget activities.

Mr. White reported that the March 18 budget committee meeting focused on schools. Ed Long, Chief Financial Officer, gave a fiscal overview followed by County Executive Tony Griffin presenting his budget proposal. Jack Dale, Superintendent of Schools, announced that schools would decrease its original budget request in order to be in line with the County Executive's budget recommendations. The reduction was 9.2% over FY 2005, to 8.4% over FY 2005, or a reduction from \$121.5M to \$109M. (This reduced the increase.) This was a first for schools. Rob Stalzer then made his presentation on the FY 2006 - FY 2010 Capital Improvement Plan.

The next Board of Supervisors' Budget Committee meeting will take place on Monday, March 28, at 3 p.m. in rooms 9-10 at the Government Center. The agenda has not been set at this point, but it is believed that the board will review consideration items.

#### **COMMITTEE REPORTS AND SPECIAL ASSIGNMENTS**

**NOTE: Committee minutes are entered FOR THE RECORD during the second Park Authority Board meeting each month except when there is only one board meeting in the month such as November and December.**

#### **COMMITTEE REPORTS AND SPECIAL ASSIGNMENTS**

##### **EXECUTIVE COMMITTEE**

*Chairman: Mr. Strickland*

*Members: Ms. Malone and Mr. Vajda*

*Staff: Mr. Kane*

Mr. Strickland, Chairman of the Executive Committee, distributed copies of the committee minutes dated February 2 and March 9, 2005. The Executive Committee meeting minutes dated March 2, 2005 will be forthcoming. The next committee meeting is scheduled for April 13, 2005.

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STANDING COMMITTEESAdministration and Management Committee

*Chairman: Ed Batten*

*Members: Ms. Kohler, Ms. Malone, Mr. Feng, and Mr. Lovelace*

*Staff: Miriam C. Morrison, Division Director for Administration*

Mr. Batten, Chairman of the Administration and Management Committee, reported that the committee had met on March 11, 2005. (See Mr. Batten's BOARD MATTERS on page 9).

Budget Committee

*Chairman: Mr. Feng*

*Members: Ms. Kohler, Ms. Malone, Mrs. Shapiro, and Mr. Fay*

*Staff: Miriam C. Morrison, Chief Financial Officer, Administration Division*

Mr. Feng, Chairman of the Budget Committee, distributed copies of the committee minutes dated January 12, February 9 and February 23, 2005. The next committee meeting will be announced.

Planning and Development Committee

*Chairman: Mrs. Shapiro*

*Members: Ms. Malone, Mr. Batten, Mr. Fay, Mr. McCutcheon, and Mr. Vajda*

*Staff: Lynn Tadlock, Division Director for Planning and Development*

Mrs. Shapiro, Chairman of the Planning and Development Committee, distributed copies of the committee minutes dated February 2 and March 2, 2005. The next committee meeting will be announced.

Park Operations Committee

*Chairman: Ms. Malone*

*Members: Mr. Fay, Mr. Glasgow, Mr. Lovelace, Mr. McCutcheon, and Mr. Vajda*

*Staff: Brian Daly, Division Director for Park Operations*

Ms. Malone, Chairman of the Park Operations Committee, distributed copies of the committee minutes dated January 5 and March 2, 2005. The next committee meeting will be announced.

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Resource Management Committee

*Chairman: Mr. Vajda*

*Members: Ms. Kohler, Ms. Malone, Mrs. Shapiro, Mr. Batten, Mr. Fay, Mr. Glasgow, and Mr. McCutcheon*

*Staff: Cindy Messinger, Division Director for Resource Management*

Mr. Vajda, Chairman of the Resource Management Committee, distributed copies of the committee minutes dated January 19, 2005. The next committee meeting will be announced.

Park Services Committee

*Chairman: Mr. McCutcheon*

*Members: Mr. Batten, Mr. Feng, Mr. Glasgow, Mr. Lovelace, and Mr. Vajda*

*Staff: Charlie Bittenbring, Division Director for Park Services*

Mr. McCutcheon, Chairman of the Park Services Committee, distributed copies of the committee minutes dated February 2 and March 2, 2005. The next committee meeting will be announced.

**FOR THE RECORD**

Mr. Vajda requested that the Park Operations Committee minutes dated January 5 and March 2, 2005, the Budget Committee minutes dated January 12, February 9, and February 23, 2005, the Resource Management Committee minutes dated January 19, 2005, the Planning and Development Committee minutes dated February 2 and March 2, 2005, the Park Services Committee minutes dated February 2 and March 2, 2005 the Executive Committee minutes dated February 2 and March 9, 2005, be entered into the record. **IN THE ABSENCE OF AN OBJECTION, SO ORDERED.**

**BOARD MATTERS**

- **Joanne E. Malone**

Ms. Malone stated that she attended the Sports Forum along with Board Members Strickland and Bouie on Sunday, March 20. Brian Daly spoke on behalf of the Park Authority in connection with field monitoring and the agency's accomplishments with athletic fields. Ms. Malone thanked Brian Daly for his presentation.

- **Frank S. Vajda**

Mr. Vajda reminded the board that on April 5, 2005, the Stewardship Awards will be presented at Ellmore Farm Center.

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- **Gilbert S. McCutcheon**

Mr. McCutcheon reported that he received a letter from a dog, "Bubbles." He noted that a response had been prepared, but he had not read it yet, but was curious to see how one responds to a dog.

- **Kenneth G. Feng**

Mr. Feng reported that Brian Laws, manager at South Run RECenter made a presentation at the Springfield District Governmental Center on March 18 regarding scheduling and the fee structure for the soon to be renovated South Run Field House. It was an excellent presentation and there were no questions regarding the fee structure, but there were some questions regarding the process for scheduling.

At this point Mr. Strickland interjected that he had received a call from a person who had previously voiced concern about the senior fees. After the board advertised the change approved on March 9, this person called back to compliment the Park Authority for taking the time to listen.

Mr. Batten reported having received a number of calls, the first being from Supervisor Kauffman who was very appreciative of the Park Authority's willingness to address the concerns and to compromise and come up with a very positive and workable solution. Several people that had attended a meeting in early February in the Supervisor's office in which Tim White and Nick Duray participated called to say that they were appreciative that the Park Authority was actually listening to them.

- **Winifred S. Shapiro**

Mrs. Shapiro asked for an update on the Policy Plan Amendment at the Planning Commission public hearing on March 16. Hal Strickland noted that the Park Authority had three speakers provide testimony, and asked staff to provide comments on the meeting.

Ms. Tadlock stated that the Planning Commission had deferred decision until April 21, 2005. However, that date will change because they want to hold another Parks and Planning Commission committee meeting and the first available date is April 28.

Ms. Tadlock noted that park staff is meeting with the McLean Citizens Association (MCA) on March 24 to discuss their issues noted in their resolution of February 18.

Mr. Batten noted that he had been scheduled to be out of town this week, but felt it was critically important to attend the meeting with MCA scheduled for Thursday afternoon.

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In response to Winnie Shapiro's questions as to the reaction from the Planning Commission, Ms. Tadlock stated that she didn't believe that the Planning Commission had issues with the Parks Policy Plan Amendment, but rather had responded to the questions raised regarding the process.

- **Kevin J. Fay**

Mr. Fay reported that he had submitted on behalf of the Park Authority under the director's name an appropriations request to Congressmen Davis, Wolf and Moran and Senators Warren and Allen for \$900,000 for Clemyjontri Park for playground equipment. Congressmen Davis and Wolf have committed their support, Senators Allen and Warren had committed their support last year. The appropriations request would be in the next federal fiscal year.

Kevin Fay thanked Brian Daly, Judy Pedersen and her daughter for manning a booth at the Town Hall Meeting in McLean on Saturday, March 19, which was televised and will be rebroadcast several times. This meeting was mostly about taxes and tax rates as opposed to park issues. It was a good forum in which the County Executive gave a presentation on the budget.

- **Edward R. Batten, Sr.**

Mr. Batten noted that the Administration and Management Committee had been tasked with looking at the Park Authority's bylaws regarding the number of board members on Standing Committees. The committee reviewed all the bylaws and did not have a problem with the number of members on Standing Committees, nor anything else as the bylaws are currently structured, with exception that Article 5 under Meetings states that "regular meetings of the Authority shall be held on the first and third Tuesdays," the Administration and Management Committee felt that section should state "the second and fourth Wednesdays," to reflect the board's current schedule.

Ms. Kohler noted that increasing the number of members on the Standing Committees, could present a quorum issue. Mr. Strickland asked the Administration and Management Committee to look into whether or not a quorum of the Standing Committees must be of the members of the Committee, or if the quorum could be established by the number of board members attending the committee meeting.

Mrs. Shapiro suggested that the Administration and Management Committee look into rewording the section on meetings to state that the board meets twice a month in alternating weeks. Mr. Batten noted that the Administration and Management Committee would consider Mrs. Shapiro's request to reword the bylaws pertaining to regular meetings.

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- **Georgette Kohler**  
Ms. Kohler had no BOARD MATTERS.
- **George E. Lovelace**  
Mr. Lovelace was absent.
- **Harrison A. Glasgow**  
Mr. Glasgow was absent.
- **William G. Bouie**  
Mr. Bouie was absent.
- **There were no other BOARD MATTERS reported.**

#### **CLOSED SESSION**

At 8:20 p.m. Mr. Vajda **MOVED** the Park Authority Board convene in closed session for

- a. Discussion of personnel matter for **unspecified items** pursuant to Virginia Code 2.2 - 3711 (A) (1)
- b. Discussion of Closed Session Minutes dated **February 9, 2005** pursuant to Virginia Code 2.2.3712(H).

The MOTION was **SECONDED** by Mr. McCutcheon.

- Discussion of Personnel Matters – staff was requested to leave the room.
- Closed Session Minutes dated February 9, 2005.

The MOTION was **APPROVED** with Messrs. Bouie, Glasgow, and Lovelace being absent..

Personnel Matters and Closed Session Minutes were discussed.

At 9:28 p.m. Mr. Vajda **MOVED** the Park Authority Board return to the Open Session; **SECONDED** by Mr. McCutcheon. The MOTION was **APPROVED** with Messrs. Bouie, Glasgow, and Lovelace being absent.

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**CERTIFICATION OF CLOSED SESSION**

Mr. Vajda **MOVED** the Park Authority Board certify that, to the best of our knowledge, only public business matters lawfully exempted from open meeting requirements under Virginia Code 2.2-3712 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board; **SECONDED** by Mr. McCutcheon and **APPROVED** with Messrs. Bouie, Glasgow, and Lovelace being absent.

**ACTIONS FROM CLOSED SESSION**

**NOTE: For consistency in reporting and future research, the Administrative Assistant keeps all items in numerical order as discussed during Closed Session.**

**C-1                      Personnel Matters**

There was no action on this item.

**C-2                      Closed Session Minutes dated February 9, 2005**

Mr. Vajda **MOVED** the Park Authority Board accept the Closed Session Minutes dated February 9, 2005; **SECONDED** by Mr. McCutcheon and **APPROVED** with Messrs. Bouie, Glasgow, and Lovelace being absent.. Being absent from the February 9, 2005 Park Authority Board meeting, Ms. Malone **ABSTAINED** from the vote.

**ADJOURNMENT**

At 9:30 p.m. Mr. Vajda **MOVED** that the Park Authority Board meeting be adjourned; **SECONDED** by Ms. Malone and **APPROVED** with Messrs. Bouie, Glasgow, and Lovelace being absent.

Minutes Approved at Meeting  
on April 13, 2005

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Frank S. Vajda  
Secretary-Treasurer

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Michael A. Kane, Director

Park Authority Board Minutes prepared by

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Nancy L. Brumit, Administrative Assistant

**Park Authority Board Minutes Approved and Signed on April 13, 2005**